

LAND SUBDIVISION COMMITTEE MEETING
November 4, 2010

Members

Gregg Humphrey

Steve Stewart

Nate Bottom

Matt McLaughlin

Rick Weber

Jim Henricks

Cyndi Knowles

Lori Williams

Brian Davis

Dean Graven

Paul O'Shea

Kenneth Springs

Others

John Raynolds

Steve Walker

Staff

Norm Sims

Joe Zeibert

Steve Keenan

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2001-18

CENSUS TRACT # 36.02

NAME OF SUBDIVISION:	Salem Estates West – Location & Sketch Map
JURISDICTION:	City
DATE OF MEETING:	November 4, 2010
OWNER:	Mike Ryan
ENGINEER:	Raynolds, Higginbotham & Jacobs, LLC
DESCRIPTION:	Pt. NW ¼, Section 35, T16N, R6W (North side of Old Salem Lane, west of Bradfordton Road)
	<u>54.27</u> Acres <u>117</u> Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Kenneth Springs
2ND BY:	Steve Stewart
VOTE:	Unanimous

John Raynolds presented the location and sketch map. He said the purpose of the location and sketch map and the preliminary plan was to get the plans current so the final plat for Salem Estates West Sixth Addition can be submitted.

Joe Zeibert, Regional Planning Commission, said staff recommends approval of the location and sketch map. Zeibert said all essential services are available to serve the site and the development is in accord with the 2020 Springfield Comprehensive Plan. Zeibert said the applicant shall show the existing utility lines to serve the area on the location map. He said the applicant shall identify the areas that have been platted. Zeibert said the applicant shall submit an owner's intent to subdivide. He said the applicant shall include the SSCRPC signature block on the location and sketch map. Zeibert asked if the north-south road right of way in the new addition should be 60 feet, to which Nate Bottom replied the street had 27 feet of pavement and Lori Williams said 50 feet was acceptable.

Kenneth Springs, citizen member, had no comments.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, reminded the applicant that revised letters of credit with the City's new language would be required for all phases of the development at the time of final plat.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Department, had no comments.

Dean Graven, citizen member, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Kenneth Springs moved to approve the Location and Sketch Map, subject to:

- (1) Showing the existing utility lines to serve the area on the location map;
- (2) Identifying the areas that have been platted;
- (3) Submitting an owner's intent to subdivide the property; and
- (4) Including the SSCRPC signature block on the plan.

Steve Stewart seconded the motion and the vote to approve was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2001-18
CENSUS TRACT # 36.02

NAME OF SUBDIVISION:	Salem Estates West - Revised Preliminary Plan
JURISDICTION:	City
DATE OF MEETING:	November 4, 2010
OWNER:	Mike Ryan
ENGINEER:	Raynolds, Higginbotham & Jacobs, LLC
DESCRIPTION:	Pt. NW ¼, Section 35, T16N, R6W (North side of Old Salem Lane, west of Bradfordton Road)
	<u>54.72</u> Acres <u>117</u> Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Jim Henricks
VOTE:	Unanimous

John Raynolds presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall shade the areas which have already been platted. He said the applicant shall key in and add the location of the electric lines to the plan to which Raynolds asked if existing electric lines were needed. Zeibert replied all the utility lines to the site but electric were shown on the preliminary plan. Zeibert said the applicant shall provide an assessment of long-term erosion on the site. He said the applicant shall submit preliminary subdivision covenants. Zeibert said the applicant shall remove lot 91 from note 8 about access.

Kenneth Springs, citizen member, had no comments.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Department, had no comments.

Dean Graven, citizen member, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Nate Bottom moved to approve the preliminary plan, subject to:

- (1) Shading the areas which have been platted;
- (2) Adding and keying in electric lines on the preliminary plan;
- (3) Providing an assessment of long-term erosion on the site;
- (4) Submitting preliminary covenants; and
- (5) Removing lot 91 from note 8 about access.

Jim Henricks seconded the motion and the vote to approve was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1996-64

CENSUS TRACT # 36

NAME OF SUBDIVISION:	Buckley Ridge Estates – 1 st Addition – Partial Plat of Vacation – Lot 1000
JURISDICTION:	City
DATE OF MEETING:	November 4, 2010
OWNER:	Buckley Development, LLC – Mike Ryan
ENGINEER:	Raynolds, Higginbotham & Jacobs, LLC
DESCRIPTION:	Pt. SW ¼, NW ¼, Section 36, T16N, R6W (East of Meadowbrook Road and Marigold Drive, located on Poinsettia Place)
	0.092 Acres 1 Lot

MOTION TO RECOMMEND: Approve, Subject To

BY:	Kenneth Springs
2ND BY:	Cyndi Knowles
VOTE:	Unanimous

John Raynolds presented the partial plat of vacation. He said the plat was necessary because a piece of the open space, Lot 1000, was sold to a property owner who bought Lot 46 in Buckley Ridge and owned an adjacent lot to the north in the Harrison Park subdivision.

Joe Zeibert, Regional Planning Commission, said the applicant shall submit sign-offs from all the lot owners in Buckley Ridge Estates agreeing to the partial plat of vacation before the plat can proceed to City Council. Zeibert said the applicant shall note and identify what is being vacated on the plat. Zeibert stated that the sanitary sewer easement would remain. Raynolds said the easements would remain the same but that he could make the plat a little clearer. He said the open space part of Lot 1000 would go away but the easements would remain the same. Raynolds said the sanitary sewer easement can not go away. Zeibert said we need to know what exactly is being vacated because everything in the area could be vacated. Raynolds said no utility easements were being vacated. Raynolds said he was asked to submit a partial plat of vacation because a portion of Lot 1000 was being sold to another owner. Raynolds stated they were not vacating any easements and that restrictions would still remain on the property. Raynolds stated they were asked to submit the partial plat of vacation because a portion of Lot 1000 was being sold to a property owner to the north. Zeibert said the reason the partial plat of vacation is necessary is because everyone who has bought a lot in Buckley Ridge Estates has an interest in Lot 1000 since it serves as open space lot for the subdivision. He said this interest was why sign-off from all lot owners in the development was required. Raynolds said no easements for sanitary sewer or drainage were going away and that the only

thing that would change was who would own this piece of ground. Zeibert asked Raynolds to clarify the partial plat of vacation and Raynolds agreed.

Kenneth Springs, citizen member, asked if this plat would change any drainage connections on the other side. Raynolds said the only thing that would change would be who owns this property. Springs asked if anyone could build within the easement, to which Raynolds said no.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the vacated portion of Lot 1000, which is to become part of a newly formed residential lot, shall be shown as and remain a utility easement.

Nate Bottom, Office of Public Works, said sign-off from all lot owners in the development would be required.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Department, had no comments.

Dean Graven, citizen member, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Kenneth Springs moved to approve the partial plat of vacation, subject to:

- (1) Submitting a sign-off from all lot owners within the development;
- (2) Identifying what part of the plat is being vacated; and
- (3) Showing the vacated portion of Lot 1000 is to remain a utility easement.

Cyndi Knowles seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1996-64

CENSUS TRACT # 36

NAME OF SUBDIVISION:	Redivision of Lot 1000 – Buckley Ridge Estates – 1 st Addition – Final Plat
JURISDICTION:	City
DATE OF MEETING:	November 4, 2010
OWNER:	Buckley Development, LLC – Mike Ryan
ENGINEER:	Raynolds, Higginbotham & Jacobs, LLC
DESCRIPTION:	Pt. SW ¼, NW ¼, Section 36, T16N, R6W (East of Meadowbrook Road and Marigold Drive, located on Poinsettia Place)
	0.092 Acres 1 Lot
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Jim Hendricks
VOTE:	Unanimous

John Raynolds presented the final plat. He said it was unclear why this plat was needed but he thought the intent was to show how the reconfigured lot would appear when the transaction, i.e., selling the vacated portion of Lot 1000, was complete.

Joe Zeibert, Regional Planning Commission, said the applicant shall add the owner/subdivider's name to the final plat. Zeibert said the drainage/utility easement to Lot 1000 needs to be identified on the plat. Zeibert said the applicant shall label and dimension the sanitary sewer easement.

Kenneth Springs, citizen member, had no comments.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, on behalf of Roleen Thoele, CWLP-Electric, if any relocation of electric lines are necessary it will be at the owner's expense.

Gregg Humphrey, Springfield Metro Sanitary District, said the vacated portion of Lot 1000, which is to become part of a newly formed residential lot, shall be shown as and remain a utility easement.

Nate Bottom, Office of Public Works, said he agreed with Humphrey regarding the utility easement. He said to clarify the lot rearrangement to call the re-platted portion of Lot 1000 Lot 46A. Raynolds said he thought they could label it this way but said divisions like this, i.e. neighbors buying portions of neighbors lots, happens frequently. Raynolds said the legal description will need to say a portion of Lot 1000. Zeibert asked what the title of the division should be to which Bottom said it could be the redivision of Lot 1000. Humphrey suggested Raynolds title the triangular piece of ground being vacated portion of previously vacated Lot 1000. Bottom suggested the title be Lot 46A of Buckley Ridge Estates, First Addition. Raynolds asked whether this title only applied to the triangular piece, to which Bottom said yes. Lori Williams, City Traffic Engineer, suggested if the title of the plat is the Redivision of Lot 1000 the portions should be Lot 1 in the Redivision of Lot 1000 and Lot 2 in the Redivision of Lot 1000. Raynolds said he was just trying to get through the process and if the triangular portion of Lot 1000 needed to be called Lot 46A he was okay with calling it Lot 46A.

Lori Williams, City Traffic Engineer, said the legal description reference of the northeast corner of the southwest quarter of the northwest quarter of 36-16-6 is shown on the northeast corner of Lot 46 on the final plat but is shown on the northeast corner of Lot 47 on the partial plat of vacation. Williams said the applicant shall fix this discrepancy.

Matt McLaughlin, Springfield Building and Zoning, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Department, had no comments.

Dean Graven, citizen member, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Nate Bottom moved to approve the final plat, subject to:

- (1) Adding the owner/subdivider's name to the final plat;
- (2) Extending the drainage easement over to the east lot line on Lot 1000;
- (3) Labeling the drainage easement as a utility easement;
- (4) Labeling and dimensioning the sanitary sewer easement;
- (5) Retitling the vacated portion of Lot 1000, calling it Lot 46A of Buckley Ridge Estates, First Addition; and
- (6) Fixing the location discrepancy of the northeast corner of the southwest quarter of the northwest quarter of 36-16-6 between the partial plat of vacation and the final plat.

Jim Henricks seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-44

CENSUS TRACT # 16

NAME OF SUBDIVISION: Redivision of Lot 100 of South Grand Pointe – 1st Addition – Final Plat

JURISDICTION: City

DATE OF MEETING: November 4, 2010

OWNER: Illinois Equity Asset Investors, LLC – Barry Taft

ENGINEER: Martin Engineering

DESCRIPTION: Pt. W ½, SW ¼, Section 36, T16N, R5W (North side of South Grand Avenue, east of Eastdale Avenue)

6.568 **Acres** 3 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Cyndi Knowles

VOTE: Unanimous

Steve Walker presented the final plat. He said the location and sketch map is still going through the process. Walker said the final plat cannot be approved until the location and sketch map is approved by the City Council.

Joe Zeibert, Regional Planning Commission, said the applicant shall add bearings for all proposed lot lines.

Kenneth Springs, citizen member, had no comments.

Jim Henricks, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, and on behalf of Roleen Thoele, CWLP-Electric, said any relocation or additional utility lines would be at the owner's expense for water and electric.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said a professional land surveyor shall sign and date the plat.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning, had no comments.

Rick Weber, Springfield Fire Department, said an additional fire hydrant may need to be constructed depending on the future development of the site.

Cyndi Knowles, Sangamon County Zoning Department, had no comments.

Dean Graven, citizen member, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Nate Bottom moved to approve the final plat, subject to:

- (1) Adding bearings for all proposed lot lines; and
- (2) Having a professional land surveyor sign and date the plat.

Cyndi Knowles seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.